

The Torch

The official newsletter for Indiana state employees

May, 2020

First ever 'virtual' Public Service Recognition Week is here!



#INAppreciation

Painting event, talent show, concert headline slate of new events honoring all who serve

Public Service Recognition Week (PSRW) has gone virtual!

Due to ongoing measures enacted to help prevent the spread of COVID-19, state of Indiana employees will be able to take part in all 2020 PSRW events, whether they're frontline first responders, working remotely, or reporting to the office to continue their mission of providing great government service to their fellow Hoosiers. In light of that, now, perhaps more than ever, it is important to show our appreciation.

This year's series of events, as always, is intended to offer thanks to all who serve the public, but a special emphasis is placed on those state employees working each and every day to keep Indiana residents safe amid a worldwide pandemic.

With that in mind, one of the first events will give all employees the

chance to create a unique work of art honoring those who are saving Hoosier lives.

PSRW Art at Home – Noon, Monday May 4

Join IOT LAN administrator (and accomplished painter) Jeffery Lahr to learn how to create your own masterpiece!

Jeffery will lead a relaxing, fun, and educational painting session for all state employees via Facebook Live at noon Monday, May 4. Jeffery plans to show you how to decorate your own canvas in tribute to the frontline workers making a difference in Indiana's fight against COVID-19.

Use any art supplies you have at home – markers, colored pencils, crayons – to decorate your canvas of choice.

Check out Jeffery's Facebook page at https://www.facebook.com/artbylahr/ to see his work and watch him in action May 4! When your painting is museum-ready,

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The Torch is published monthly by the Indiana State Personnel Department and is available online at in.gov/spd/2540.htm.

Got a story?

Submit your story ideas to: spdcommunications@spd.in.gov

Social media



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First ever 'virtual' Public Service Recognition Week is here!

post it on social media or send it to spdcommunications@spd.in.gov.

Say 'namaste' to virtual yoga! -Noon Tuesday, May 5 and Friday, May 8

INSPD has partnered with the National Institute for Fitness and Sport (NIFS) to provide state employees with two free virtual yoga classes during PSRW! Celebrate wellness by attending a virtual yoga class at noon Tuesday, May 5 and Friday, May 8. Classes will be livestreamed for those who sign up. Space is limited however, so if you're unable to join either class live, you can catch an archived recording of the program on the PSRW events page.

Virtual Concert - Noon Wednesday, May 6

One state, one team, one... band?

Another first-time PSRW event will unite musically-talented state employees for a one-ofa-kind concert performance! The first annual PSRW "Virtual Concert" will take the "stage" at noon Wednesday, May 6. Join the livestream to hear uplifting songs performed by multiinstrumentalist Zack Salaz (INSPD/ DCS Human Resources business partner), and guitarist/singer Mark Minzes (DOR administrative assistant). Additional performers include Brandon Denman (INSPD recruitment consultant) and Shelby Rivers (INDOT safety training consultant). The concert can be viewed here.

Wednesday is also **Professional Development Day**. Now is a great time to dive into <u>LinkedIn Learning</u>. Check out a massive library of free educational videos that can help you learn new skills that will help you take your career to the Next Level.

Years of State Service Day -Thursday, May 7

Whether you've been in public

service for decades or you're just starting out in your career with the state of Indiana, Thursday, May 7 is the day to let your wardrobe reflect your length of service. Check out the key below and wear a shirt of the corresponding color.

- Zero to two years of service: wear green
- Three to five years of service: wear blue
- Six to 10 years of service: wear purple
- 11 to 15 years of service: wear red
- 16 or more years of service: wear orange

Hoosier Pride Day – Friday, May 8

Put on your favorite Indiana sports team jersey, dig that old college sweatshirt out from the back of the closet, or rock out in a t-shirt celebrating your favorite Hoosier band, business, school - you name it. Anything goes as long as it's a part of the Hoosier heartland.

Other events will be taking place all week! Check them out below.

Virtual 5K – Sunday, May 3 to Saturday, May 9

Spring is here and the weather is (finally) starting to warm up. Why not spend some time outdoors by being part of the PSRW Virtual 5K? Take walks and track your distance until you've completed the equivalent of a 5K (3.1 miles) between May 3 and 9. Take a selfie and tag our social media accounts to show us where you've walked, whether it's around the neighborhood or at any of Indiana's amazing state parks. You can also join the virtual 5K challenge in the OurHealth portal.

Indiana's Got Talent

You're already a public service superstar, working each and every day to help your fellow Hoosiers. But what about those skills you

have that you don't necessarily bring to the office or the field? It's time to share them with your fellow state employees! "Indiana's Got Talent" is your chance to shine in a different light. Do you have acting skills that belong on Broadway? A voice that deserves a Grammy? The ability to (safely) juggle multiple pets at the same time?

Show us! No matter what your hidden talent is (okay, so maybe pet juggling isn't the best idea), you can entertain your friends and colleagues by posting a short video on our social media accounts and tagging us! We'll share it, putting YOU in the spotlight during PSRW.

Celebrate your 'coping crew'

In a time of uncertainty and change, we can always rely on our "squad." No matter how you serve the Hoosier State, our families, friends, co-workers, and pets are always there to brighten our days.

During PSRW, take some time to show us your 'coping crew!' Snap a selfie with your family in your home office, dress your kids or pets up in your typical officewear, and give a social media shout-out to the people and pets working behind-the-scenes to help the state of Indiana team continue its mission. Send your photos to spdcommunications@ spd.in.gov or tag us on our social media accounts (@soiemployees on Facebook and Twitter) to share during PSRW.

So much more!

These events are all just part of the fun taking place statewide. Check out the <u>PSRW web page</u> for even more ways to celebrate all who serve this week and click here for a full list of events. When sharing PSRW-related photos on social media, please use #PSRW and #INAppreciation.

Artist honors frontline workers with at-home painting project

Public Service Recognition week art event to be streamed on Facebook Live May 4

Indiana Office of Technology (IOT) LAN administrator Jeffery Lahr will use his artistic talents to celebrate the state's frontline workers and first responders during Public Service Recognition Week (PSRW).

Lahr will conduct a painting program for all state employees via Facebook Live beginning at noon Monday, May 4. The event is one of a slew of fun activities planned by the Indiana State Personnel Department for the annual week dedicated to recognizing those who serve the state of Indiana. Due to the ongoing COVID-19 pandemic, PSRW is entirely "virtual" in 2020, though the planned events all carry the same message since the week was first celebrated in 1985: thank you.

Jeffery took a moment to pen the message below, offering thanks of his own to the medical staff, police officers, and numerous other essential workers who are facing the pandemic head-on, working each and every day to save the lives of their fellow Hoosiers.

"In this unprecedented time of fear, uncertainty, maybe even a bit of panic during this COVID-19 pandemic, I always knew there

would be people that would step up and heed the call to duty.

"Those people, of course, are our public servants!

"To our state of Indiana employees with the Indiana State Department of Health (ISDH), spreading the latest word and taking care of the research and development of tests and facilitating the supply of PPE, the Indiana State Police (ISP) continuing to keep our towns, cities, and state safe, the Indiana Office of Technology (IOT), who quickly and efficiently transitioned all state of Indiana employees from working at fixed office locations to everyone suddenly working remotely from home, every state agency has stepped up and made this change in how we do business as smooth and easy as possible!

"To our state and local public servants from police, fire, and especially our healthcare workers in the hospitals as well as in-home and field healthcare workers. you are our frontline warriors! It is because of your efforts that, though Indiana has had its share of positive cases and, sadly, deaths as well, the COVID-19 pandemic is being beaten back slowly, but surely!

"It is because of all of your efforts that I will be live-streaming a very



special painting to recognize all of our public servants in Indiana!

Jeffery will be using 11 x 14 or 16 x 20 canvas boards and acrylic paints, but you can use supplies around the house to join in the fun! Grab some markers, colored pencils, or crayons, and make the painting your own! When your piece is ready for the Louvre, snap a pic and send it to spdcommunications@spd.in.gov. We'll feature it on Facebook and @ soiemployees (Twitter) for all the world to see!

"The fun starts Monday, May 4th at noon. Watch at www.facebook. com/artbylahr or www.facebook. com/SOlemployees."

Stretching exercise videos can help prevent working-from-home pains and strains

Need some tips on how to be active while spending more time at home?

Check out the TX Team Work from Home series! The goal of the videos is provide some stretching exercises to help educate state employees on how to prevent



pain or strain as we find ourselves working in a different environment.

Each video is around five minutes long and focuses on stretches to help alleviate sore muscles, pains, and strains. The TX team plans to add more videos in the near future.

Don't miss your chance to get healthier and save money! Start your ActiveHealth health coaching sessions today

Remember that old saying, "there's no time like the present"?

When it comes to your health, that old adage couldn't be more true, and when you have the opportunity to boost your overall wellness AND save money, it's better to get started sooner rather than later.

From eating better to finding the types of exercise that best fit you, ActiveHealth health coaches can help you achieve your vision of a healthier you – in 2020 and beyond!

Completing four coaching sessions by Sept. 30, 2020 is one way to earn a premium discount for 2021. 2019 saved an average of \$374 on a single plan, and those on a family plan averaged a savings of more than \$1,100!

But you'll need to hurry!

The deadline to start the health coaching activity is July 1, and all premium discount activities must be completed by Sept. 30. It takes

> six to 12 weeks to complete the health coaching activity, so it's vitally important to get started right away. Starting by July 1 is the only way to guarantee you'll have enough time to complete all four calls by the deadline. Remember: The longer you wait, the less likely it is you'll get your preferred time

Talk to a health coach today! Call: 855-202-4219

ActiveHealth

That's why now is the perfect time to take advantage of a great wellness option available to all state of Indiana employees who carry an insurance plan sponsored by the Indiana State Personnel Department.

Access your ActiveHealth portal or call 855-202-4219 to get started with over-the-phone health coaching. You'll get personalized wellness tips from a professional health coach designed to help you reach your health goals.

A health coach will call you at a time selected by you to discuss your progress. You can schedule calls from 9 a.m. to 9 p.m. Monday through Friday, or 9 a.m. to 2 p.m. Saturday's by appointment.

Note: If you carry your spouse on your health plan, he or she will also be required to complete one of the activities in order to qualify for the 2021 premium discount.

Those who completed one of four different qualifying activities in

slots.

It's also important to plan for the unexpected. Schedule your calls early so that if you happen to miss one or forget to complete your online education on a given day, you'll have time to make it up and finish by the Sept. 30 deadline.

Learn more at investinyourhealthindiana.com.

Take a well-being break

Steps to stress less

All the talk around COVID-19 may have you feeling anxious or stressed. We understand. We're all in this together. And we want to check in with how you're feeling.

Symptoms of anxiety include:

- Intense worry
- Fatigue
- Panic
- Obsession
- Nightmares
- Muscle tension

- Headaches
- Sleep problems
- · Rapid heart rate
- Shortness of breath
- Chest pain
- Sweating

If you're feeling anxious, try these steps to help you get through it:



Take control of the situation. There are steps you can take to limit your risks of getting COVID-19. Wash your hands often. Don't touch your eyes, nose and mouth. And disinfect your home and work area regularly. For more suggestions, visit the Centers for Disease Control and Prevention (CDC) and World Health Organization (WHO) websites.



Take care of yourself. Eat nutritious food, exercise, limit alcohol consumption and make sleep a priority. Stay connected with family and friends online or by phone so you're not lonely.



Stay informed by learning the facts. Be sure to get your information from credible sources, such as the CDC and the WHO.



Think about the impact you have on others. Take preventive measures seriously. Talking with family and friends about the positive steps you're taking to stay safe will encourage them to do the same.



Limit your media exposure to COVID-19 news. Today's news cycle is 24/7, and the exposure can add to the stress. Unplug and give yourself some down time.



For extra support

If you need more help, you have options:

- Your company's Employee Assistance Program (EAP); or
- Your primary care doctor; or
- Telehealth resources offered online, via phone, and through mobile apps - focused on mental health and emotional wellness; or
- 1-800-985-5990, a confidential national hotline for crisis counseling from the Substance Abuse and Mental Health Services Administration. It's toll-free and available 24/7.



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Planting season begins across Indiana: be alert, slow down, share the road

As spring arrives and temperatures rise, farmers across Indiana will begin to plant the state's 15 million acres of crops.

To keep motorists and farmers safe this planting season, several state agencies have partnered together to encourage Hoosiers to be alert, slow down, and share the road with farm equipment.

"Farming season can be both a joyful and anxious time as farmers begin to plant their crops," said Lt. Gov. Suzanne Crouch, secretary of Agriculture and Rural Development. "Farmers on tractors and heavy equipment use the same roads we do. Let's save them some unneeded anxiety and be cautious and alert while out on the road."

According to the most recent data from the National Highway Traffic Safety Administration, farm vehicles other than trucks were involved in 98 crashes across the U.S., with two of those accidents occurring in Indiana.

Indiana State Department of Agriculture Director Bruce Kettler said farmers want to move their equipment as quickly and safely as possible.

"Normally people don't think of roadway accidents when they think of one of the dangers of farming," said Kettler. "But, each year lives are lost due to accidents on our rural roads and highways. That is why we are encouraging motorists and farmers to be cautious this spring. Please be alert, slow down and share the road."

While the term "farm equipment" encompasses a wide range of vehicles, the most common types motorists will encounter during planting season include sprayers, tractors pulling planters or tillage equipment and large trucks hauling agricultural products. These vehicles are wide, sometimes taking up most of the roadway, and often travel at speeds no greater than 25 mph.

The following list includes several safety tips for motorists approaching large farm equipment:

- Farmers will pull over when they are able to let you pass, but it may take time for them to get to a safe place to do so. Be patient.
- Farm equipment is wide, sometimes taking up most of the roadway. Be careful when passing.
- Do not pass if you are in a designated "No Passing Zone" or within 100 feet of any intersection, railroad grade crossing, bridge, elevation structure or tunnel.
- Do not try to pass a slow-moving vehicle on the left without ensuring that the vehicle is not planning a left turn. It may appear that the driver is pulling over for you to pass when it is actually preparing to turn. You will drive right into its path, endangering yourself and the farmer.
- Avoid tailgating, as some farm equipment might have to make sudden stops along the road.
- Allow plenty of time to get to your destination, be aware of alternate routes and avoid distractions.

"Spring time in Indiana means crisp cool mornings and farm machinery of all sizes crossing county and state roads as they move from field to field," said Indiana State Police Superintendent Doug Carter. "It's important for everyone's safety farmer and motorist - to be attentive when driving in rural Indiana during the active planting season."

Stay up to date with COVID-19 news

- 2019 Novel Coronavirus (COVID-19)
- <u>Indiana State Department</u> of Health
- Governor Eric J. Holcomb

Helpful resources

Anthem Resources

- Anthem Employee Assistance Program (EAP)
- **Anthem NurseLine**
- LiveHealth Online
- 211.org

General Resources

- ISDH COVID-19 Call Center-877-826-0011 (open 24/7)
- Contact the INSPD Benefits Hotline - 317-232-1167 (Indianapolis area), 1-877-248-0007 (toll-free outside Indianapolis)
- Disaster Distress Helpline -800-985-5990, or text "TalkWithUs" or "Hablanos" to/al 66746.
- Substance Abuse and Mental Health Services Administration (SAMHSA) Helpline - 800-662-HELP
- **National Suicide Prevention** Lifeline - 800-273-TALK or 888-628-9454 (espanol)





Why Enroll in the Hoosier S.T.A.R.T. Plan? Hosted by Zach Stuck

Wednesday, May 13 at 12:15 p.m. ET - Register now!

Market Volatility Hosted by Todd Williams

Wednesday, July 8 at noon ET - Register now!

Retirement Readiness Hosted by Kim Rumple

Wednesday, September 9 at noon ET - Register now!

I'm New to the Workforce - Why is Hoosier S.T.A.R.T. Important? Hosted by Matt Bates Wednesday, December 9 at 10 a.m. ET - Register now!

If you are unable to attend an online meeting, you can sign up for a 1:1 virtual or phone appointment with your Retirement Plan Advisor at a time that works for you.

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Gov. Holcomb announces large-scale COVID-19 testing for Hoosiers

Last week, Gov. Eric J. Holcomb announced that OptumServe Health Services, powered by Logistics Health, Inc., will open sites across Indiana to begin largescale testing of Hoosiers.

"Launching this partnership with Optum further expands Indiana's COVID-19 testing capacity," said Gov. Holcomb. "These free tests will be available in locations across the state, ensuring even more Hoosiers who have symptoms or an affected family member can get tested for coronavirus."

In the first 30 days, 100,000 Hoosiers are expected to be tested. Testing is for any symptomatic Hoosier, close contacts of positive cases, or residents of congregate living settings.

Hoosiers can get tested without visiting a healthcare provider. State Health Commissioner Dr. Kris Box will issue a standing order for the test for any Hoosier who meets the criteria.

Within a week of the announcement, 20 testing sites will open in Indiana National Guard armories and an additional 30 testing sites will open in the next 14 days for a total of 50 testing sites. Each site will be open for at least eight hours per day, Monday through Friday.

Testing will be by appointment only. Registration will open 48 hours before testing sites open. To sign up for an appointment, Hoosiers will register through the Optum portal that will launch soon and self-report symptoms using an online screening tool. A hotline phone number will be added soon.

Hoosiers will receive results within 48 hours on average. Results will be provided to the patient via a phone call if the test is positive or via an email or text if the test is negative.

Hoosiers will not be charged for testing and insurance is not required. If you have private

health insurance, please bring that information with you.

"We have been working diligently to increase access to testing throughout Indiana with drive-thru clinics and strike teams," said Dr. Box. "By joining forces with Optum, we will ensure that testing for COVID-19 is available to Hoosiers who need it most."

OptumServe will collect the swabs specimens, and manage the testing and reporting of data. OptumServe is providing its own supplies, PPE, testing kits, staffing and lab – increasing Indiana's overall testing capacity. The Indiana State Department of Health will continue to target focused testing and high risk populations in its testing.

An estimated 4,400 more Hoosiers will be tested every day in the initial phase. Once all 50 sites are open, as many as 6,600 more Hoosiers can be tested per day.

New website provides Hoosiers free expert mental health resources during COVID-19

BeWellIndiana.org was curated from mental health experts across the state; will be useful to Hoosiers coping with issues during and postpandemic

The Indiana Family and Social Services Administration has launched a new website, BeWellIndiana.org, which will provide Hoosiers free mental health resources vetted by experts.

The site is designed to address the increase in anxiety, depression, and other mental health issues caused by the COVID-19 pandemic, including first-time issues as well as preexisting mental health concerns. Initially, the site will

focus on the various mental health challenges due to COVID-19, but will be updated regularly and will continue to evolve as a resource beyond the current crisis.

Hoosiers can visit BeWellIndiana. org to find trusted resources curated by FSSA's Division of Mental Health and Addiction, including information ranging from coping mechanisms, crisis counseling, how to self-monitor for signs of stress, domestic violence resources, substance use disorder and recovery, and tips for helping children, youth, and teens. Videos featuring medical experts, persons in recovery, and practicing Indiana

clinicians addressing specific mental health topics are also available on the site.

"It is imperative that we recognize how our mental health is affected by this pandemic," Gov. Eric J. Holcomb said. "I am proud of the public/private collaboration and expertise from so many of our partners captured in this single resource. BeWellIndiana.org is a reflection of the care and concern our fellow Hoosiers have for one another."

To help individuals and families

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New website provides Hoosiers free expert mental health resources during COVID-19

cope during this time, there are resources and recommendations ranging from homeschooling tips, ways to work from home, information on coping with a job loss, and addressing medical questions and concerns. The site also includes resources for Hoosiers seeking help with insurance, unemployment, child care, food insecurity and more. Experts agree that one of the best ways to cope throughout this crisis is by staying informed and taking care of yourself and others as safely as possible.

"We are proud to connect Hoosiers with the mental health resources to help them be well and stay well," said Jennifer Sullivan, M.D., M.P.H., FSSA secretary. "We acknowledge how the fear and anxiety about the coronavirus can be overwhelming and trigger



strong emotions and reactions in adults and children. Our hope is to help Hoosiers cope with that stress so that they can be better for themselves, their families and their community."

For Hoosiers experiencing an increase in anxiety, mood swings, loss of sleep, change in sleep, uncertainty and more, BeWellIndiana.org also provides a link to simple self-assessments, offered by Mental Health America, to help users determine if they could benefit from seeking mental health support. The immediate results provide a quick snapshot of your mental health and are not to be used as a medical diagnosis.

Indiana Historical Bureau collecting state employee experiences during pandemic for future display

The Indiana Historical
Bureau (IHB), a division
of the Indiana State Library (ISL),
has initiated a project called
Chronicling COVID-19.

IHB is interested in how in how the work of state employees has changed throughout the past few weeks, how we are adapting to working from home, and more. This is historical information future Hoosiers will be curious about, and IHB feels it should be documented.

"Our purpose is to document these challenging and interesting times as we are living through them for history's sake," said Dr. Michella Marino, IHB deputy director.

To that end, the bureau plans to showcase this new collection when the library reopens to the public.

Until then, IHB is calling on state employees to share their COVID-19 stories.

Dr. Marino offered the following suggestions:

- Write a daily or weekly journaltype entry detailing your experiences and responses to the changes COVID-19 has caused.
- Take photos of your new workspaces and/or "colleagues" (kids or pets helping or rather not helping you out) or share any artwork you've made while destressing or coping with our new reality.
- Produce short audio clips detailing your experiences or conduct a mini-self oral history or oral histories with family members about this time at home. You can create your own questions or ask yourself the questions below and update things that have changed every few days:

- When did you first learn of the Coronavirus, and what was your initial response?
- At what moment did it become an issue to take seriously, or what made you pay closer attention to it?
- How has COVID-19 altered your work life?
- How has COVID-19 changed things for you at home (routines, schedules, priorities, etc.)?
- What have you learned about yourself during this pandemic?

If your agency is interested in participating, contact Dr. Marino for more information at mmarino@library.in.gov or 317-617-5765.

Indiana Commission for Women Seeks Nominations for 2020 Torchbearer Awards



The Indiana Commission for Women (ICW) is seeking nominations for the 2020 Torchbearer Awards: Indiana's Salute to Women.

The Torchbearer Awards are the state of Indiana's most prestigious recognition of Hoosier women and will be announced at a ceremony tentatively scheduled for Wednesday, Sept. 23.

The Torchbearer Awards were created in 2004, by the Board of

Commissioners of the Indiana Commission for Women to identify and recognize contributions made by Indiana women to their community, state, and nation. ICW created the concept of the Torchbearer Awards to honor the many Hoosier women who have overcome or removed barriers to equality or whose achievements have contributed to making our state a better place in which to live, work and raise a family.

Recipients are selected from a pool of nominated candidates who have overcome obstacles. made extraordinary contributions or been pioneers throughout their lives and are based on the recipients' achievement in the areas of their professional careers, community leadership, and/or public service as demonstrated in the nominators' application.

Nominations may be submitted by email. Visit http://www.in.gov/ icw/2334.htm to download the nomination form and guidelines. To submit your nomination online, email the completed form to info@icw.in.gov. Electronically submitted nomination forms are due on or before 5 p.m. Friday, July 3. All hard copy entries must be postmarked no later than Friday, July 3.

For more information, assistance, or a printed copy of the nomination form, contact: info@ icw.in.gov.

Calling all heroes!

Essential workers encouraged to share COVID-19 pandemic experiences for future articles, employee profiles

Superman. Wonder Woman. Spider-Man. Batman and Robin.

For decades they've fought to protect and save lives in a neverending battle against foes both seen and unseen. They never tire, they never waiver, and they never give up no matter the odds against them. Though the world could certainly use a group of superheroes the likes of the Avengers or the Justice League, sadly those protectors exist only in the pages of comic books or on the screens of the multiplex.

When real-world crises arise, there is no "last son of Krypton" or Tony Stark to save the day, no capewearing dynamic duo to ward off a deadly threat.

But the real world is still full of heroism in many forms, embodied in the courageous women and men who work tirelessly to heal those who are sick, protect those who are most vulnerable, inspire, and support those who have lost and those who are suffering. Instead of colorful outfits and capes, they wear scrubs, fire helmets, and campaign hats.

To be sure, not all heroes require capes, but many these days do wear masks.

The Torch would like to highlight some of the state of Indiana's heroes of the COVID-19 pandemic in upcoming editions. Healthcare workers, police, firefighters, correctional officers, mental health experts, transportation professionals, homeland security

employees, and other essential workers in every corner of the Hoosier State are welcome to share their experiences with us to be featured in future articles.

In a time of great uncertainty and rapid change, thousands of Hoosier heroes have faced down fear to stand on the frontlines of a pandemic in order to save lives. Their experiences are as inspirational, poignant, and brave as any told of Gotham City or Metropolis, and we hope to share those stories with all state employees.

If you are interested in participating or would like more information, please email us at spdcommunications@spd.in.gov.